



CITY OF MEDICINE **CITY OF DURHAM** | NORTH CAROLINA

DATE: December 2, 2015

To: Thomas J. Bonfield, City Manager
Through: Keith Chadwell, Deputy City Manager
From: Mark D. Ahrendsen, Director of Transportation
Subject: Request to approve Amendment to Professional Services Agreement for Web Database Application Development with VC3, Inc.

Executive Summary

The Transportation Department is recommending approval of an Amendment to Professional Services Agreement for Web Database Application Development with VC3, Inc. The City of Durham, on behalf of the Durham-Chapel-Carrboro Metropolitan Planning Organization, is currently under contract with VC3, Inc. for the development of the MPO's web database, also called the electronic Transportation Improvement Program (E-TIP).

Recommendation

The Administration recommends the City Council authorize the City Manager to execute a third amendment to the services contract with VC3, Inc. in the amount of \$21,340.00 for a total contract amount not to exceed \$71,282.00.

Background

The 2011 Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) Certification Review of Transportation Management Areas (TMAs) included the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO), as the DCHC MPO is a large MPO with over 200,000 people in the Urbanized Area. One of the recommendations of the 2011 FHWA and FTA Certification review for the DCHC MPO was to transition to a more comprehensive, publicly accessible, and more efficient system for managing the MPO's Transportation Improvement Program (TIP). The exact recommendation was the development of, and transition to an electronic-TIP.

In the fall 2014, the DCHC MPO began the brainstorming and development of an E-TIP. There were no existing examples of an E-TIP in North Carolina for the DCHC MPO to review and use for guidance; therefore, the DCHC MPO felt it was prudent to scope the E-TIP initiative in several phases. Phase I began in winter 2015 when the DCHC MPO issued a Request for Qualifications for the development of an online or web-based database application. Qualifications were received and reviewed by DCHC MPO LPA staff and VC3, Inc. was selected to provide professional services for the development of the E-TIP. The original contract with VC3, Inc. was executed on January 6, 2015.

During the development of the E-TIP, DCHC MPO LPA staff recognized the value of expanding the scope of the E-TIP project by including additional functions and features that would improve staff efficiency and customer service. DCHC MPO solicited input on additional functions and features from stakeholders and partners at key milestones in the decision-making process. This solicitation of input included a live, in-person demonstration of the website application as it was being developed. Over 20 of the MPO's partners and interested members attended the demonstration to review the current status of the application and discuss the functionality and usefulness of the system. At the end of the demonstration, several representatives from the North Carolina Department of Transportation (NCDOT) expressed enthusiasm and support for the project. The NCDOT offered an additional level of engagement and participation for future phases of the project. The functions and features that were identified through this engagement exercise were translated into an amendment to the original contract.

In the summer 2015, the live public website featuring an interactive database of transportation projects in the DCHC MPO area was unveiled to MPO partners and the public. The website effectively manages all TIP projects, amendments to projects, fiscal constraint for the TIP, and offers numerous search functions for DCHC MPO members, partners, stakeholders, staff, and the public to use to find information related to short and longer-term transportation projects that are planned for the DCHC MPO area.

The response from DCHC MPO members, partners, stakeholders, staff, and the public for the project has been overwhelmingly positive. The DCHC MPO received Commendation for the project database application from the FHWA and the FTA during the 2015 Certification review that was conducted in the spring 2015. The FHWA and FTA recognized the outstanding and interactive capabilities of the web-based database application and applauded the DCHC MPO's efforts for the development of the online system.

The federal Commendation and the tremendous support from NCDOT was the impetus for the next phases of the DCHC MPO's project database application. The DCHC MPO executed an additional amendment to the contract on December 5, 2015. Scope of work tasks for amendment #2 included WCAG 2.0 compliance, the creation of new administrative objects, the addition of new project fields, and the development of an Obligations Report.

Time was of the essence for the development of amendment #2 scope of work tasks to meet Federal reporting deadline requirements related to publishing the Annual Obligations Report, so the process could not be interrupted and updated to include additional scope of work tasks. Instead of interrupting the schedule for amendment #2 scope of work tasks, this amendment (#3) is necessary to increase the functionality of the application, continue to provide excellent customer service, and build on the momentum and positive feedback that has already been received.

Issues/Analysis

The City can accept or reject the proposed Amendment to Professional Services Agreement for Web Database Application Development with VC3, Inc. by approving or not approving the attached contract amendment.

Alternatives

- Approving the attached Amendment to Professional Services Agreement for Web Database Application Development with VC3, Inc. will allow the MPO to continue development of the web database application with VC3, Inc.

- If the City Council does not approve the attached Amendment to Professional Services Agreement for Web Database Application Development with VC3, Inc. the DCHC MPO will not continue to further develop the web database to best meet the needs of citizens in the DCHC MPO area.

Financial Impact

The Total Fee for the Amendment to Professional Services Agreement for Web Database Application Development with VC3, Inc. is \$21,340.00.

Federal funding from the DCHC MPO will be used for the project. The federal funding has a 20 percent non-federal match requirement. The 20 percent non-federal match is \$4,268.00.

The 20 percent non-federal match is distributed among the MPO jurisdictions. The City of Durham is responsible for 60 percent of the non-federal match. 60 percent of the non-federal match is \$2,560.00.

SDBE Information

Not applicable.

Attachments

- Amendment #3 to Professional Services Agreement for Web Database Application Development with VC3, Inc.